

OMSI

Operation & Maintenance Support Information

- NAVFAC INST 11013.39B
- Scope of Work
- NFGS-01781C
- NFGS-DB-01782
- MIL-HDBK-1010B
- PowerPoint Presentation
- Execution Procedures
- PDF Project Sample
- SGML Project
- ◆

Facility owners, operators and their maintenance organization need clear, comprehensive data to properly operate, maintain and repair the facility and its systems. OMSI, also referred to as “Technical Operating Manuals,” provides a process and a product that captures and organizes key information produced during the design, construction and final acceptance of new facility acquisition or major rehabilitation. The OMSI Scope of Work helps ensure that virtually all as-built architectural and technical product and system information will be available in a standardized, user-friendly format for use over the life cycle of the facility.

In the past, operation and maintenance manuals were most often prepared by the construction contractor and his subcontractors and suppliers. The results were almost always poor. The manuals were incomplete; the operation, maintenance and repair sections were rarely written on an integrated system basis. The OMSI innovation recognized that the project designers were best equipped to produce high quality manuals by virtue of their knowledge about the specific project design and its products and systems.

OMSI manuals are normally prepared for new construction by the project Architect-Engineer (AE), during the construction period. The AE uses the construction contractor submittals such as Manufacturer’s Product Data, Shop Drawings, Field Test Reports and Operation and Maintenance (O&M) Data. Per the project’s technical specifications, the construction contractor forwards the submittals to the AE within 30 days after delivery of the product or component to the site. The AE organizes the data, develops detailed system O&M, Troubleshooting and Repair procedures and delivers the pre-final (95%+) OMSI manuals 30 to 60 days before construction completion.

The objective is that information on virtually any product used in the construction (except basic building materials such as nails, masonry block, lumber, etc.) will be found in the manuals—from ceiling panels, door hardware and carpeting to fire protection, HVAC and direct digital control components and systems. The manuals may also contain information needed to quickly place the operation and maintenance under a service contract.